

DIRAUX NOTES

A Publication of the 13th District Auxiliary Office

OCTOBER 2002

FROM THE DIRECTOR

LCDR Kelly Boodell

CWO4 Mike McKiernan's Retirement: To The D13 Auxiliary Membership – You are cordially invited to attend the Retirement Ceremony for CWO4 Mike McKiernan. The ceremony will be held at the Chinook Room at USCG ISC Seattle (Pier 36) at 1100 on Friday November 22, 2002. Uniform will be Tropical Blue Long or appropriate civilian attire. Please RSVP by 8 November 2002 to (206) 220-7080/82/83 or email at mmckiernan@pacnorwest.uscg.mil. Note....This is a change from what was announced at the District Meeting due to scheduling conflicts.....Thanks, Mike

PATROL ORDER MANAGEMENT SYSTEM (POMS): DIRAUX will be switching over to POMS in the near future. Once this happens all orders will be issued from Group Seattle, Group Portland, Group Astoria and Group Port Angeles unless there are some special circumstances where DIRAUX needs to issue them. We will be putting Group Seattle on line first. Once this system is in place all orders can be requested, issued, printed, cancelled, reimbursed via the computer which will speed the process up and get all Auxiliarists reimbursed quicker. Additionally, the order issuing authority will retain receipts over \$75.00, they will no longer be forwarded to FINCEN. However, they will be subject to audit. This will tremendously expedite the processing of all patrol orders!! You will have to be pro-active with your SO-OP's in requesting your orders in a timely matter because the system will not let you receive them after the fact.

OPERATIONAL DRESS UNIFORM: A recent ALCOAST came out that indicated this new uniform was available and authorized for wear, however it was ambiguous as to how it applied to Auxiliarists (it is the blue camouflage uniform). Until further notice, these uniforms are not approved for wear by Auxiliarists.

CG UNIT COMMENDATION AWARD with "O" Operational Device: This very prestigious award was approved for wear by any active (not retired) Auxiliary member on board during the period of September 11, 2001 through September 1, 2002 and is authorized to be worn with the "O" device. The Commandant of the Coast Guard presented this award to the entire Coast Guard Auxiliary. It is intended to recognize every active Auxiliary member for his or her contribution, large or small. OCX will order and supply ANSC with a sufficient number of ribbons and "O" devices as soon as FY-03 funds become available. This process will take a couple of months.

ATON/PATON: "As of Tuesday, October 1, the 2002 CG Auxiliary PATON verification season has come to an end. Officially 99% of all PATON verifications assigned to the CG Auxiliary have been completed and paperwork received showing the work has been done." This quote is directly from an (oan) report. BRAVO ZULU!!! What an outstanding effort! Last year 88 Class 1 PATON's needed to be verified at the end of the fiscal year, this year...only one!!!! The staff at (oan) and the Coast Guard are extremely grateful and I am Extremely proud of this tremendous effort! Thank you all for your help your dedication and thank you DSO-AN, Mari Wussow!!!

OFFICE MOVE: For those of you who do not know, we have been in the process of an office move to the 34th floor! It is affecting several branches at the District. We have been without a fax, without a printer, without a copier....Files are in piles and in locations that are not accessible to my staff. To the extent that we can, we are doing our best. We can expect another month of this. The timing is bad, but we are trying our best to provide you high quality service. Help us and keep copies of everything you send us and keep track of dates. If things fell through the cracks before, now there are gapping holes!!!! Keep smiling and thank you for your patience!

FROM OPERATIONS AND TRAINING

CWO4 Paul Bellona

STUFF: Sorry we missed you last month, but we were pretty busy with Sea Fair, Northern Area conference, National Conference, and a very messy office, but we are back on line with the DIRAUX NOTES even though we may be a little late. We did get to bring back a lot of information from the National Conference, which I hope to get out to all of you.

STANDARD AUXILIARY MAINTENANCE ALLOWANCE: Headquarters (G-OCX) has been working for the last year on a \$4.67M dollar Aux Facility Maintenance FY-04 funding initiative. This will support ALL Aux Facilities (aircraft, vessels, & communication facilities). They are trying to find additional funding that might start this program earlier. There are two parts to the maintenance program: **(1) Percentage Catastrophic Loss Program:** Catastrophic loss does not include all facility damage, but may include disabling/inoperable/un-seaworthy damage to a facility propulsion, electrical, structural, or steering systems attributable wholly or in part to damage incurred while assigned to Coast Guard patrols. Wear & Tear shall not be a basis to deny a claim (as now), but a catastrophic loss claim is payable to the facility owner based upon a facility's proportionate share of Coast Guard support use. The facility owner shall demonstrate the actual percentage of both Coast Guard and Non-Coast Guard Use and shall only be paid for the Coast Guard proportionate use (i.e., if the facility is used for Coast Guard use 50% of the time, then the claim will be paid at 50% of the cost of repair/replacement. If the facility is used

for Coast Guard use 90% of the time, then the claim will be paid at 90% of the cost of repair/replacement.) The facility owner shall not be paid unless they provide complete and adequate documentation of the vessel's use (Coast Guard vice personal use). Examples of adequate documentation may include: vessel log book, maintenance log, hour meter readings, AuxData records, Mission Hour Records, copies of Coast Guard Patrol Orders, affidavits or other documentation supporting the claim. The facility owner shall also demonstrate that proper preventative maintenance has been performed on the facility. If any damage is recoverable through private insurance or warranty, then the claimant must file for such remedies and must notify the Coast Guard of any payment received to effect the appropriate adjustments. **(2) Standard Actual Maintenance Allowance Rate:** Will be based on hourly rate of underway operational missions hours for each surface facility recorded by a written log, or installed mechanical device. Underway hours shall be the time the vessel starts patrol to the end of the patrol excluding any "standby" periods. This rate would reimburse the facility owner for routine maintenance costs (i.e., oil and filter changes, transmission fluid replacement, air filter replacement, etc.). The reimbursement rates would be based on categories including vessel length, single or multiple engines and horsepower rating, but is not intended to pay for 100% of the boat maintenance. **What all this means to you is that you need to start (if you don't already) keeping detailed records and logs including: underway logs, engine logs, maintenance, repair receipts, patrol orders, receipt of purchase, etc.** Test claims have been or will shortly be submitted from all Districts to Headquarters to see what documentation will be required when this program is started.

RISK MANAGEMENT: As of now, the mandatory deadline for TCT training has been extended until 31 DEC 03. **ALL** QE's are required to attend the 8-hour TCT course. Any Auxiliarist working as watchstanders or on boat crews at Coast Guard units must still attend the same TCT training that unit personnel do. The new 4 hour on-line Risk Management course for the Auxiliary was brought up at NACON will one day be an option to the 8 hour TCT course being taught now for most Auxiliarist. The course can be downloaded and consist of the Participant Guide, Facilitator's Guide, and the Interactive Case Study. Any qualified IT will be able to teach this course and Headquarters is looking into a possible on-line course in the future. We are still waiting for Headquarters to complete the instructions that will outline the rules to implement the course.

BOAT FORCE OPERATIONS INSIGNIA: The Coast Guard Auxiliary is authorized to wear this insignia as long as they meet the requirements. This criteria is set forth in Commandant Instruction 1650.3 and Auxiliary members can get the Boat Force Operations Standard (PQS) on www.cgweb.comdt.uscg.mil/G-OCS/Manuals and will soon be available on the Auxiliary Web site. There are two types of insignia, Silver and Gold-tone & Pewter-tone, which are authorized. The Pewter-tone insignia is available to those Auxiliarist's who meet the requirements of COMDTINST 1650.3, specifically paragraph 5.a.1 thru 5.a.3. The Silver and Gold-tone insignia is available to those Auxiliarist's who meet the requirements of COMDTINST 1650.3, paragraph 5.a.1, **and** complete the requirements of 5.b.2 (active duty PQS for Boat Crew Qualifications Guide-Vol 1 Crewman COMDTINST M16114.10A, **and** complete the requirements of 5.b.3 (Boat Force Operation Standard [PQS] COMDTINST M16114.30.

PERSONAL PROTECTIVE EQUIP (PPE): We were advised at NACON that funds will be available during FY-03 to buy PPE for the Auxiliary. PPE that DIRAUX will be buying, once funds are received, for Flotilla's will be: anti-exposure coveralls, PFDs or Float Coats, survival vest, whistles, personal marker lights, signal mirrors, survival knives for the Basic PPE. Cold weather PPE includes: Dry Suit, Gloves, Balaclava, Insulated Footwear, Thermal Socks for those Flotilla's authorized the Cold Weather PPE. Personal EPIRBS will be purchased by Headquarters (10% of operational facilities [boats] for each District per year), so they will have to be shared. **Please** ensure that all flotillas have their PPE wants and needs to me at DIRAUX prior to 1 Nov, so you will not be left out in the cold so to speak.

BOAT CREW CURRENCY MAINTENANCE: These must be approved by DIRAUX prior to them being entered into AUXDATA, so they must be sent to DIRAUX. They cannot be entered into AUXDATA by the SO-IS's, so please pass them on up the chain to DIRAUX.

FACILITY INSPECTIONS: We have seen fewer errors in filling out the Offer for Use form this year, so keep up the good work. The facility owner and inspector can eliminate most of the errors by ensuring that all the data is correct and all parts of the form have been completed according to current directives. Remember if you don't want your form returned, make sure all the blanks are filled out, there are no errors or missing signatures. **The cut off date for submission of Inspection forms in 2003 is 30 April.** Could you also include your Division and Flotilla numbers with your new EMPLID number, since this gets the process completed quicker.

AUXILIARY 2003 "C" SCHOOLS: The new FY-03 Auxiliary "C" School list is out and Bruce Miller will be putting the list on the D13 AUX Web Site, so keep an eye out for it and get those Short Term Training Request (STTR) forms in early if you see something you might like to attend. There will be 2-3 more "C" Schools offered a month! Go take a look!!!

FROM THE OFFICE MANAGER

SK1 Nelson Fritz

TRAVEL ORDER PROCEDURES: Beginning October 1st 2002, the fax program used by HRSIC to process travel claims will be eliminated. All travel claims received by Auxiliary members after that time shall be processed by mail. Active duty travel claims shall be processed by the new UTS system.

PATROL ORDERS: LCDR Boodell pretty much summed up the new process that will take place very shortly. POMS is designed to electronically process patrol orders and reimburse members in a timely fashion. Hard copy submissions will still be required and after the fact patrols will not be honored, unless approved by the Director of Auxiliary.

FROM THE OFFICE MANAGER (Continued)

FAX NUMBER: As of 1 September, the fax number for DIRAUX has been suspended indefinitely due to office moves. Our temporary FAX number until our office is reestablished will be (206) 220-7225, which we share with the Marine Safety Division.

FROM THE COMPUTER SECTION

Ms. Bobbie Heim

FOURTH QUARTER AND END OF YEAR (EOY) ACCOUNTING: Process the deadbeats for disenrollment, or **pay!** This choice is presented to our flotillas every year. The "Either – Or" fiscal accounting system was designed by, and approved by the Auxiliary National Organization. Every year, the computer flotilla rosters form the backbone of this policy. Please check the AUXDATA flotilla rosters to be sure only Auxiliarists in good standing (annual dues for 2003 paid) show as Active Auxiliary Members. If a disenrollment is not processed, and a problem case Auxiliarist is carried on a flotilla's Active Auxiliary Member roster, the active members in the flotilla must pay dues (division, district, and national) for that individual. There are no exceptions.

PROCTORS: This October is a good month to contact the Operational Specialty Course Proctors, and see who wants to continue working next year. An updated Proctor List is enclosed with this mail-out, so our elected and appointed staff officers can start their proctor review with current information. If a unit (division or flotilla) needs to recruit a new proctor for 2003, the selection, nomination and confirmation should begin now.

AUXDATA PROGRAMMING: We expect a new version of AUXDATA this month. It will include an easier way to enter the "End-of-Mission" data. Other enhancements are included in this new release, which will make keying information into the system more accurate and easier to do. A continuing dialogue exists with the AUXDATA program managers and items beyond Version 1.2 have been identified. If you have questions regarding AUXDATA or AUXINFO, please direct them to your FSO-IS, SO-IS, who will then contact DSO-IS Peter T. Kirschner. Watch the District 13 USCGAUX website: www.uscgaux.org/~130 <<http://www.uscgaux.org/~130>> for more details and announcements of training opportunities.

AUXILIARY CALENDAR UPDATES: Please review the calendar, and make sure the DIRAUX office has included the 2003 Change of Watch (COW) event for your division. If you don't see the information, please E-mail the date, time, and location to: bheim@pacnorwest.uscg.mil. I need to add all our COW(s) to the calendar, so everyone can plan their meetings, social functions, and special events for the coming months without schedule conflicts.

SPREADSHEETS: The Operations Boat Crew Spreadsheet, for Crewmembers and Coxswains is included in this mail-out. However, the Operations Facility Spreadsheet is not. The pending move has reduced DIRAUX floor space, caused the temporary loss of three desks and chairs, and disconnection of two Work Station 3 computer terminals. We do not have room and equipment to process facilities this month. We hope to have the Facility Spreadsheet ready for the November mail-out.

FROM THE MEMBER STATUS SECTION

Ms. Shirley Blanchett

DISENROLLMENTS AND RETIREMENT REQUESTS: Just a reminder, Disenrollments and Retirement Requests need to be requested on a CHANGE OF MEMBERSHIP STATUS form, (ANSC 7035). The form needs to be signed by the FC, and forwarded to our DSO PS Carol Grassl. She reviews the forms and recommends DIRAUX action. Only the DIRAUX office staff is authorized to process such requests. The only losses to our membership that don't need these forms and the DSO-PS signature occur when an Auxiliarist passes away.

FORMAL CONDOLENCES: We send out letters of Condolence to the next of kin and to the Flotilla Commander when a member passes away. It is imperative that the Flotilla Commander contacts this office *immediately* with information about a deceased Auxiliarist in the flotilla. It is OK to use the telephone or email to contact me, (Shirley), at the Member Status Section; 1-800-982-8813 ext. 7088, or *e-mail address:* sblanchett@pacnorwest.uscg.mil. If I'm not available you can reach Bobbie in the Computers Section at 1-800-982-8813 ext. 7087; *e-mail address:* bheim@pacnorwest.uscg.mil.

MEMBER NUMBERS: When submitting correspondence to the Member Status section, please include your flotilla number. On the New Enrollment application there is a place for the District and Flotilla numbers on the top right hand corner. The complete member number for each Auxiliarist now includes the District, Division, Flotilla, and Seven digit number provided by the AUXDATA computer system. Example: 130-00-00-0000000. You must include this whole number when submitting all correspondence.

INITIALLY QUALIFIED AND BASICALLY QUALIFIED ENROLLMENTS: To be entered as Basically Qualified on the New Member Enrollment Application there must be a check mark in front of BS&S in Section III. You **must** also write in the date the Boating Safety course was completed, and the date must have been within the last two years. If the date has been left off of the application the new member will be entered as, "Initially Qualified".

THIRTEENTH DISTRICT DIRAUX OFFICE STAFF CALENDAR
FOR OCTOBER MAIL-OUT

Date	Meeting - Event	Location	D13 DIRAUX REP
12-13 Oct	Div 8 Mtg	Richland, WA	CWO Bellona
12 Oct	Div 4 Elct Mtg P T Yacht Clb	Port Townsend	LCDR Boodell
18-20 Oct	Div 11 Mtg.	Jackpot, NV	CWO Bellona
18-20 Oct	Div 5 Mtg.	Klamath Falls OR	None
26-27 Oct	Div 6 Mtg	Ilwaco, WA	LCDR Boodell
8-10 Nov	NTNL Pac Area Mtg (NAPM)	Alameda, CA	LCDR Boodell
15, 16 & 17 Nov	EXCOM MTG	Tri Cities, WA	LCDR Boodell & CWO Bellona
22 Nov 1100	CWO McKiernan's retirement	Seattle, WA	DIRAUX STAFF & AUXILIARY
30 Nov 1300	Div 7 COW	Portland, OR	CWO Bellona
1 Dec 1300	Div 6 COW	Spirit Mount	CWO Bellona
14 Dec 1700	Div 1 COW, Cranberry Tree	Mount Vernon WA	LCDR Boodell
18 Jan 1800	Div 3 COW Tacoma Elks Clb	Tacoma, WA	CWO Bellona
22-27 Jan	NTRAIN	St. Lewis	LCDR Boodell & CWO Bellona
21-23 Feb	District Meeting	Lincoln City, OR	LCDR Boodell & CWO Bellona
10 Mar 1800	Div 7 Mtg	Group Portland	
11 Mar 1900	Div 2 Mtg, Bear Rm, Pier 36	Seattle, WA	
12 Mar 1800	Div 3 Mtg, Tacoma Yacht Clb	Tacoma, WA	
14-16 Mar	DIV 5 Mtg	Florence, OR	

This calendar includes information provided to DIRAUX. Please notify DIRAUX of changes or corrections. Bobbie Heim, in Computers section, E-mail: bheim@pacnorwest.uscg.mil is the person to contact. When a DIRAUX office representative is appropriate, for an event or meeting, please send this information via E-mail to bheim@pacnorwest.uscg.mil as soon as possible.

Distribution: EXCOM, DCPs, FCs (10 copies), DSO(s), ADSO(s), Liaison & Project Officers, REG QEs, PDCOs, D13 GROUPs & MSOs, D13 (d), (dcs), (o)